

## RECORD OF PROCEEDINGS

Date of Meeting: June 10, 2024

Members Present: Chair Nicole Blakley, Vice Chair Jim Nicholson, Secretary Mary Stentz, Pat Heydinger, Judy Forney, Randy Pore, Bennie Allen (3:34 p.m.)

Members Excused: Treasurer Bill Hope, Jerry Snay

Members Absent:

Others Present: Nikki Harless, Kevin Goshe, La'Shaun Reuer, Sarah Soliday, Recording Secretary Amy Hackedorn

Others Absent:

The regular monthly Board meeting was held on Monday, June 10, 2024, in the Board Conference Room at Richland County Children Services. Chair Blakley called the meeting to order at 3:31 p.m. of Board members present and representing a quorum.

### AGENDA

On a motion by Nicholson, seconded by Stentz, the Board unanimously approved the proposed agenda by all Board members in attendance.

### MINUTES

On a motion by Forney, seconded by Pore, the Board unanimously approved the May 13, 2024, regular Board meeting minutes.

### EXECUTIVE DIRECTOR'S REPORT

Harless provided the Board with an update on the Child Advocacy Center (CAC). She met with Dr. Steven Burggraf (Director/CEO of Family Life Counseling) regarding this, and he offered to let the CAC use one of his buildings locally that is currently being under-utilized. Everyone involved would have to agree to an MOU (Memorandum of Understanding) so that funding can be obtained for any necessary modifications. Even development of the CAC Board cannot occur until after the MOU is signed. *Bennie Allen arrived at this point (3:34 p.m.)*. Harless informed the Board that the RCCS Core Team has developed a preliminary list of 25 Fundamentals that reflect behaviors we would like staff to demonstrate during their workday. These are still a work in process. Blakley asked for an update on the bathroom remodeling project. Goshe stated that we expect to have a proposal to review in time for the July Board meeting. Heydinger asked about the new answering service. We have had one glitch so far (their operators didn't realize that our workers would be calling in to report that they are safe after late visits), but this has been addressed.

On a motion by Heydinger, seconded by Stentz, the Board unanimously accepted the Executive Director's report.

## **Executive Committee Report**

No report at this time, although the Committee did meet. There will be a report next month.

## **Finance Director Report**

### **May Finance Report**

Goshe distributed and reported on the May 2024 Final Financial Report regarding the revenues and expenditures. This included a beginning balance of \$9,593,830.12, \$656,938.27 in revenue, and \$1,329,957.72 in expenses with an ending balance of \$8,920,810.67. The ending fund balance reflects 62.3% or about 7.5 months of the 2024 budget.

Goshe stated that total revenue was 5.6% higher than budgeted at the end of May. Expenses were 2.7% lower than budgeted at the end of May, and all expense lines were lower than budgeted except the Adoption line (which was 3.6% higher than budgeted). The Agency entered into a contract with MAP Communications during the month of May for after-hours answering services. This is a month-to-month contract that can be canceled with 30 days' notice. We ended up with 940 minutes for the month, which is higher than the 250 minutes that we used as a baseline. However, this is still less expensive than what we were paying on a monthly basis to Catalyst for this service.

On a motion by Allen, seconded by Nicholson, the Board unanimously accepted the May 2024 Final Financial Report.

## **Finance Committee Report**

No report at this time.

## **Personnel Committee Report**

No report at this time. Soliday sent out an email today to the Committee with potential meeting dates.

## **Services and Program Report**

No report at this time. The next Committee meeting will be sometime in late July.

## **BILLS**

**Payment of Agency Bills** - On a motion by Nicholson, seconded by Pore, the Board unanimously approved payment by signature of the Agency bills.

## **ADJOURNMENT**

On a motion by Nicholson, seconded by Allen, the Board moved to adjourn the meeting at 3:47 p.m.

Respectfully Submitted:

Nicole Blakley, RCCS Board Chair  
Amy Hackedorn, Recording Secretary